

# ACCESS *ai* PRESS

Your source for news, information and updates about Access Idaho subscription services

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## ORDER FREE TRUCKING CARDS VIA THE WEB



Whether you sit behind a desk or behind the wheel, Idaho's wallet-size trucking card keeps useful motor carrier information at your fingertips. Each plastic, two-sided card features important phone numbers to various state agencies and all 10 Idaho ports of entry. Order some today for your business or organization at the state's trucking website, [@](http://trucking.idaho.gov)

## LATE ACCOUNTANCY LICENSE RENEWALS ACCEPTED UNTIL JULY 31

Although the regular Idaho State Board of Accountancy license renewal period ended July 1, accountants licensed in the Gem State and those with practice privileges can renew their Idaho licenses online until July 31 but will incur a \$100 late fee.

Those who still need to renew can easily do so by using the State Board's new online license renewal service at [www.state.id.us/boa](http://www.state.id.us/boa).

To renew online, each licensee and practice privilege holder must log in using their license number and a unique password included in renewal packets that were sent in May. Accounting firms can pay for their accountants' license fees online after licensees answer the application's short list of legal questions.

The renewal fee, late fee, and a nominal online convenience fee can be paid using Discover, MasterCard or VISA through the state's secure payment server. The application also generates a printable, retrievable receipt.

A typical online license renewal should take no more than 10 to 15 minutes, and licenses will be mailed within 10 working days after renewal requests.

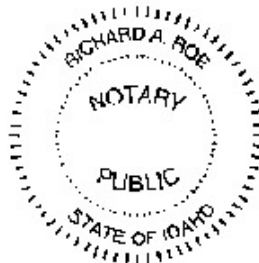
Licenses renewed July 2 - 31 are subject to the late fee. Licenses cannot be renewed online after July 31.

For more information, call the Idaho State Board of Accountancy at 208-334-2490. [@](mailto:)

## NEW: NOTARY PUBLIC SEARCH

The Idaho Secretary of State's office recently launched a free, interactive notary public search service accessible from their website at [www.idsos.state.id.us](http://www.idsos.state.id.us).

The online service allows users to search by notary commission number alone as well as by name and/or the notary's city, current status, gender, and expiration date range.



Alternate search methods include notary insurance agencies and monthly filing activity reports.

Questions? Contact Debbie Farnsworth at the Secretary of State's office in Boise by phone (208-332-2810), fax (208-334-2282) or email ([dfarnsworth@idsos.state.id.us](mailto:dfarnsworth@idsos.state.id.us)). [@](mailto:)

## IFTA LICENSING NOW ONLINE

Idaho-based truckers who travel outside Idaho can now apply for and purchase an International Fuel Tax Agreement (IFTA) license through the state's motor carrier website at [trucking.idaho.gov](http://trucking.idaho.gov).

The new online service from the Idaho State Tax Commission walks applicants through the entire licensing process, which includes paying the \$10

licensing fee and ordering decals using Discover, MasterCard, or VISA. The IFTA license and decals should arrive by mail within 10 business days after applying for a license.



In addition to applying for an IFTA license, motor carriers can file IFTA returns for free, renew

IFTA licenses, and order additional IFTA decals year-round online.

[Trucking.idaho.gov](http://Trucking.idaho.gov) provides truckers easy access to state and federal resources, as well as other online Idaho government services. The website is a joint effort of Access Idaho, the Tax Commission, the Idaho Transportation Department, and Idaho State Police.

For questions about Idaho's IFTA services, call the Tax Commission at 334-7783 in the Boise area or toll free at 1-800-972-7660, ext. 7783. @i

## COMING SOON TO IDAHO.GOV

### Medical Professionals Mailing List Ordering

This web service (scheduled in September) will allow you to order customizable, downloadable lists of Idaho medical professionals from the Idaho Board of Medicine and pay using a credit or debit card.



### Free Trademark Search

Also beginning this fall, you will be able to search the Idaho Secretary of State's trademark database at no charge from the comfort of your computer, making it easier and faster than ever to access public trademark information.



## INCREASE YOUR ACCESS-ABILITY

### Useful Ideas for Subscribers



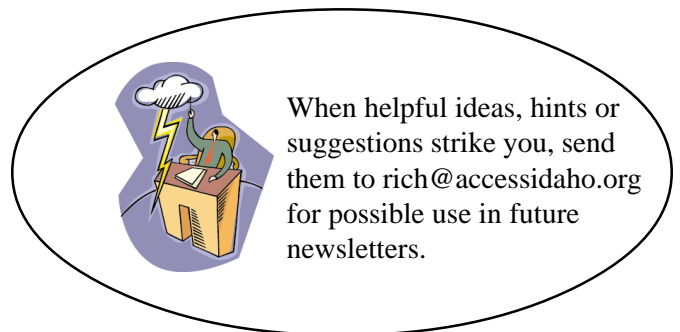
Did you know that the administrative contact person on your Access Idaho subscriber account can view your company's billing reports online in real time? That same person can edit your account's users online as well. If you don't know who your account's administrative contact is, call Access Idaho at (Boise area) 332-0102 or (toll free) 877-443-3468.

### Viewing Billing Reports Online

1. Visit [idaho.gov/subscriber](http://idaho.gov/subscriber) and add to your browser's Favorites list.
2. Sign in using your username and password.
3. Click the "Billing Reports" link on the right-hand side of the page.
4. Choose a date range.
5. Click the underlined dates to "drill down" for more report details.
6. Click the underlined "ID" numbers for details about specific transactions.

### Managing Your Users Online

1. Visit [idaho.gov/subscriber](http://idaho.gov/subscriber) and add to your browser's Favorites list.
2. Click on the "Manage Users" link on the right-hand side of the page.
3. Sign in using your username and password.
4. Simply click the "remove" option to the far right of the user if you wish to remove him/her.
5. To add a user, scroll down below the current list of users and follow the "Add A User" instructions. @i



When helpful ideas, hints or suggestions strike you, send them to [rich@accessidaho.org](mailto:rich@accessidaho.org) for possible use in future newsletters.